

## EFFECTIVE

February 1, 2022.

### Subject(s)

#### **FOM 980, Family Incentive Grant**

The Family Incentive Grant (FIG) is funding allocated by the legislature to support foster parents licensed by the Division of Child Welfare Licensing (DCWL), prospective foster parents enrolled by DCWL, and unlicensed relatives or unrelated caregivers with placement. Appropriate expenditures include home improvement purchases or services required to meet DCWL licensing standards, reimbursement for physical exams required for foster family applicants, and items needed to ensure child safety.

*Reason:* Foster and Adoptive Parent Recruitment, Support and Development Office Recommendation

### Eligible Purchases and Services

- FIG funds can now be used to address safety concerns.
- Funding is available for relatives with placement regardless of licensing status.
- Eligible purchases and services have been updated, see this policy for details of qualifying items.
- Approved home improvements requests over \$500 may require the family to contribute up to 50% of the total cost.

#### ***Beds, Cribs, and Mattresses***

- The \$300 limit per relative or foster family per fiscal year has been eliminated.
- FIG provides reimbursement for eligible expenditures and is not intended to provide emergency funding. Other emergency funding sources should be pursued prior to requesting FIG funds.

*Reason:* Foster and Adoptive Parent Recruitment, Support and Development Office Recommendation

## Ineligible Expenditures

Ineligible purchases and services have been updated, see this policy for services and purchases that have been deemed ineligible.

*Reason:* Foster and Adoptive Parent Recruitment, Support and Development Office Recommendation

## Application Process

- The MDHHS-5602 is no longer required.
- A completed MDHHS-5829, Family Incentive Grant (FIG) and Unlicensed Relative Caregiver Funding and supporting documentation for all FIG requests must be submitted by email to [MDHHS-FIG Mailbox \(MDHHS-FIG@michigan.gov\)](mailto:MDHHS-FIG@michigan.gov).

*Reason:* Foster and Adoptive Parent Recruitment, Support and Development Office Recommendation

## Requests for Reimbursement

All requests for reimbursements must include the vendor's name, SIGMA vendor ID number and address code, and supporting documentation for FIG reimbursement, including the attached and approved MDHHS-5829 to the [MDHHS-FIG Mailbox \(MDHHS-FIG@michigan.gov\)](mailto:MDHHS-FIG@michigan.gov).

### ***MDHHS Supervised Cases***

A copy of the receipt or billing statement indicating the total cost must be included with the request for reimbursement.

### ***Private Child Placing Agency Supervised Cases***

Private child placing agencies that choose to first reimburse the caregiver or service provider will then submit the payment documentation to the [MDHHS-FIG Mailbox \(MDHHS-FIG@michigan.gov\)](mailto:MDHHS-FIG@michigan.gov) for reimbursement. Policy has been revised to include the specific supporting documentation required for requests.

*Reason:* Foster and Adoptive Parent Recruitment, Support and Development Office Recommendation

**Submitting  
Reimbursement  
Requests**

The MDHHS-5602 is no longer required.

*Reason:* Foster and Adoptive Parent Recruitment, Support and  
Development Office Recommendation

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Changed Items ...**

[FOM 980](#)